

Iowa Department of Human Services
INSTRUCTIONS FOR SATISFYING DELINQUENT CHILD SUPPORT

From:

CHILD SUPPORT RECOVERY UNIT

Date: _____

Case Number: _____

Obligor: _____

Person(s) Receiving Support:

☐ _____

To:

Worker Name: _____

Worker Number: _____

Telephone: _____

The Child Support Recovery Unit (Unit)

☐ has suspended

☐ has started the process to suspend

support on

☐ a child support order under which unpaid support is owed to you personally.

☐ your child support case.

If a suspension order is filed you have the right, if you wish, to satisfy (to consider as paid) all or some of the money still owed to you through an Iowa child support order.¹ Satisfying unpaid support owed to you means that you give up the right to this money forever. Any unpaid child support satisfied as a result of this request is considered satisfied permanently.

Qualifying Arrearages Balance:

As of _____ the Unit's records show the arrearage balance owed to you, _____

☐ and _____,

personally on the order(s) you

☐ have suspended

☐ are suspending

as \$_____. (Other additional support due, if any, under the suspended order(s) is assigned to the state of Iowa and/or another party and cannot be satisfied by you.) **Due to enforcement actions, the balance owed to you can change daily.** If the satisfaction is approved, the Unit will satisfy an amount based on the remaining balance owed to you at the time the satisfaction order(s) is/are filed. We will not satisfy any amounts already collected and distributed.

You have two options:

1. You can decide not to give up your right to any of this money. (If you select this option, you do not need to complete or return the enclosed request and affidavit.)
 2. You can complete the enclosed request and affidavit to ask to satisfy some or all of the unpaid child support due to you.
 - You can ask to satisfy (consider paid) ALL of the unpaid child support due to you.
- OR
- You can ask to satisfy only part of the unpaid child support due to you. You can ask that the obligor be required to pay you only the sum of \$_____ of the \$_____ balance due to you. (If you decide to choose this option, please fill in the blank under section four on the affidavit.)

To Request a Satisfaction:

1. Complete the enclosed request and affidavit. **Please read and complete each item carefully.** You may only request satisfaction of suspended Iowa orders involving the same parties.

¹ Iowa Code Chapter 252B.20 allows the Unit to provide help in satisfying unpaid child support due the individual who is to receive support.

Note: If you have more than one child or more than one order with the same obligor be aware that \$ _____ includes **all support due** you from this obligor on the suspended orders. (For instance, this amount could include alimony due you by this obligor.) Before you complete this affidavit, you may wish to call the Unit for more detailed information on this \$ _____.

2. **Sign the affidavit form in front of a notary.** The following order(s) may qualify for satisfaction:

☐ Any person entitled to receive support from the above listed order(s) must sign their own form 470-3546, *Request and Affidavit To Satisfy Delinquent Child Support*. However, _____ and _____ must both sign the joint affidavit because you both share the same child support case.

3. **Return the notarized and completed affidavit to the Unit listed on page one of these instructions. Until you return the completed affidavit to the Unit, we will take no action to satisfy any money due to you.**

Important Information About Satisfying Support Orders

*The Unit may only suspend and satisfy Iowa orders that we are enforcing. The Unit may only satisfy orders that are being suspended and may only satisfy unpaid **Iowa child support** debt due you.

****You give up forever any support that you request we satisfy.*** Any unpaid child support satisfied as a result of this request is considered satisfied **permanently**. The satisfaction is effective as of the date the Unit files the order satisfying support. It is forever lost to the obligee regardless of whether or not the reason for suspension lasts. However, any support that was due the State of Iowa continues to be due and can be collected by any means allowed by state or federal law.

Reminder: The Unit's attorney is not your attorney. The State of Iowa assumes no liability for unpaid support which you give up in this way. Any party affected by the satisfaction may seek the services of a private attorney.

POLICY ON NONDISCRIMINATION

This action was taken without regard to race, color, creed, sex, age, physical or mental disability, religion, national origin, or political belief. If you have reason to believe you have been discriminated against for any of the reasons stated above, you may file a complaint with the Iowa Department of Human Services (IDHS) by completing a Discrimination Complaint form. Any IDHS office, institution, or the IDHS Diversity Programs Unit can give you a form. You may also file a complaint with the Iowa Civil Rights Commission (if you feel you were treated differently **because of** your race, creed, color, national origin, sex, religion, or disability); or the United States Department of Health and Human Services, Office for Civil Rights.

Iowa Department of Human Services
Diversity Programs Unit 1st Fl
1305 E Walnut
Des Moines IA 50319-0114

IOWA CIVIL RIGHTS COMMISSION
211 E Maple St 2nd Fl
Des Moines IA 50309-1858

US DEPT OF HEALTH AND HUMAN SERVICES
Office for Civil Rights Region VII
Federal Bldg Rm 248
601 E 12th St
Kansas City MO 64106-2808